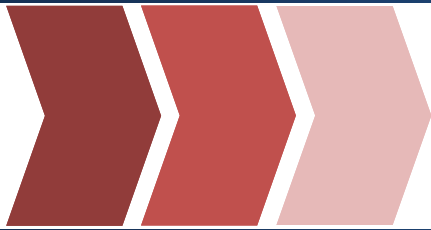




CHSA



Chapter Handbook



Students serving others and their community throughout the world



CHRISTIAN HONOR STUDENT ASSOCIATION

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* The CHSA Handbook can be downloaded from the ORUEF website. The forms can be completed on the computer and then printed. You may also photocopy them from this handbook.

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Purpose

Webster's 1828 Dictionary defines honor as "true nobleness of mind; magnanimity; dignified respect for moral rectitude; a distinguished trait in the character of good men." It is with this sense that an honor association has been formed that would encourage such traits in Christian secondary school students.

Benefits

1. The National ORUEF Christian Honor Student Association will recognize and award each honor student member with a certificate, a CHSA lapel pin (for new members only), and a special diploma seal for graduating seniors. (See Form D, page 16)
2. Each year ORUEF schools have the opportunity to participate in a Theme Project (details on page 5). Completed Theme Project Annual Reports will be submitted to the ORUEF office, judged, and then presented for viewing at the ORUEF Annual Awards Banquet. Every participating school will be recognized. The schools that place first, second, and third will be awarded with a plaque or a certificate at the ORUEF Annual Awards Banquet.

Membership

All member schools of ORUEF are eligible to participate in the Christian Honor Student Association (CHSA) program. Each ORUEF school is encouraged to recognize the participants in its Christian Honor Student Association and to find ways of promoting the association within the school. Any member school, or any individual student participant, may be subject to a periodic review process to maintain the standards and ideals of the CHSA program.

Application Process

Schools interested in participating in the CHSA program will be required to make application through the ORUEF office on an annual basis. An updated application (Form A, page 10) and the appropriate fees (Yearly Statement Form) must be submitted by December 1st of each school year. A roster of the student participants (Forms D & E, pages 16-17) must accompany the application/yearly renewal. Any additional students that are selected during the year (as in transfers or new students) shall be included on an updated roster with any additional fees included.

Form C (pages 13-15) must be completed for each student. The grade point averages must be shown on Form C annually or students will not be eligible.

Annual Dues and Fees

The fee schedule is as follows:

1. ORUEF Annual School Membership Dues must be current.
2. Christian Honor Student Association (CHSA) Annual Dues - \$75.00
3. Individual Student Fees - \$15.00 per student annually

Local CHSA Review Board

Each Christian school will select and maintain a local review board and faculty advisor for the purpose of selecting honor student participants, approval of the (optional) theme project, quality assurance (i.e. grade point average or special circumstances), and any other issues that may occur in the operation of the CHSA program.

The CHSA Review Board should consist of a faculty sponsor (who will chair the Board); at least two other faculty members; the School Administrator (or his/her representative); the Pastor (or his/her representative), if applicable; and the School Guidance Counselor, if applicable. (See Form A, page 10)

Selection Process

Eligible students will be selected from the 9th, 10th, 11th, and 12th grades following approved information obtained from their yearly grades. Faculty members will submit lists of potential candidates to their local CHSA Review Board for consideration. (See Form B, pages 11-12)

The local CHSA Review Board will then submit a list of candidates, based on the criteria listed below, to the faculty on a confidential basis for final consideration. Candidates who are approved in this final step will be duly inducted into the Christian Honor Student Association at their local school. (See Form C, pages 13-15)

Students will be selected and voted on by the CHSA Review Board and school faculty. Students will then be inducted during an induction ceremony to be held the first and/or second semester.

Transfer students and new students entering the school at the first or the middle of the year may be considered eligible at the end of the first full semester they are enrolled.

Students transferring from other Christian (ORUEF member) schools where they were members in the ORUEF Christian Honor Student Association program may, at the discretion of the CHSA Review Board, be automatically eligible for their CHSA program.

Criteria

Potential candidates for the Christian Honor Student Association will be selected on the basis of four criteria:

1. Character
2. Leadership
3. Scholarship
4. Service

Traits

1. Character

- Seeks to demonstrate Christ-like behavior in thought, word, and deed.
- Seeks to stand for righteousness, even when such a stand may be unpopular.
- Evidences spiritual growth in the areas of the fruit of the Spirit. (Gal. 5:22)
- Upholds principles of morality and ethics.
- Shows courtesy.
- Takes criticism willingly and accepts recommendations graciously.
- Maintains a high sense of personal honor in the academic environment as it pertains to honesty in exams, tests, assignments, and projects.
- Observes instructions and rules in the proper attitude and spirit, and willingly complies with regulations regarding dress code and behavior at school.
- Shows a love of learning and diligence in studies.
- Has a heartfelt desire to participate in spreading the Gospel as stated in the Great Commission.

2. Leadership

- Demonstrates leadership abilities in the classroom, at work, at home, and in school activities.
- Is thoroughly dependable in any assigned responsibility.
- Is resourceful in proposing solutions to problems, making suggestions, and applying principles in new situations.
- Contributes ideas that improve the spiritual and social climate of the school.
- Inspires positive behavior in others and exercises influence on peers in upholding school ideals.
- Demonstrates academic initiative.
- Displays spiritual and emotional maturity.
- Is able to delegate responsibility.
- Is able to set goals and use methods to effectively accomplish them.
- Displays compassion for others and has a "servant's heart."

3. Scholarship

- Maintains a grade point average of at least 3.5 on a 4.0 scale.
- Seeks to work to his/her potential in all subjects or courses of study.
- Is prompt with homework and class assignments.
- Contributes to class discussion and seeks new insights into the subject matter.
- Is seeking the Lord's direction as it may apply to advanced schooling.
- Spends leisure time pursuing individual interests in the academics (i.e. reading, hobbies involving science or math, tutoring).

4. Service

- Has a willingness to witness and be the best possible representative for Jesus Christ.
- Works well with others and is willing to take on responsibilities, even when difficult or unnoticed.
- Is able to recognize the needs of others and to respond in the spirit of compassion and humility.
- Renders service or assistance with a positive attitude.
- Is realistic in the organization of his/her time, provides well-organized assistance, and is dependable and prompt.
- Displays courtesy in the assistance of visitors, parents, teachers, and other students.
- Has a sacrificing heart yet sees even the smallest duty as service to the Lord Jesus Christ.
- Does not neglect responsibilities to the home, school, or church in performance of volunteer work.

Disqualification

A student may be disqualified and removed from the local and national ORUEF Christian Honor Student Association should he/she conduct himself/herself in a way that misrepresents or brings damage to the Lord Jesus Christ, the Christian Honor Student Association, the school, or the church. Additional grounds for disqualification would be if the student's GPA slips below the required 3.5 average for more than two quarters.

Local CHSA Officers

Each year following the Induction Ceremony, a business meeting should be scheduled with the local CHSA student members to elect officers for the school year. Offices to be voted on would include:

1. President
2. Vice President
3. Secretary
4. Treasurer or Secretary/Treasurer combination

A listing of these officers should be recorded on Form A (page 10) and forwarded to the ORUEF office by December 1st.

ORUEF/CHSA Theme Project Competition (Optional)

Though ORUEF/CHSA Theme Project Competition participation is optional, each ORUEF/CHSA chapter is encouraged to participate in the annual ORUEF/CHSA Theme Project Competition. Each local ORUEF Christian Honor Student Association may select a theme project upon which the group will concentrate its efforts for the year. It should reflect the interests, abilities, and talents of the group and be of Christian service to the school, church, community, or special organization. We are encouraged in scripture to be "doers of the Word, and not hearers only," and in this sense an honor society should desire to find avenues of service that demonstrates its Christianity in action.

Schools that choose to participate in the Theme Project Competition will be required to submit an annual report of their CHSA program's Theme Project for the year to ORUEF. (See Forms F and G, pages 18-19)

Submitting Theme Project Annual Report

Please attach Form G (page 19) as a cover sheet for your school's Theme Project Annual Report. Completed Theme Project Reports must be submitted to the ORUEF office by May 18th.

Reports should be typed and bound with a cover or in a binder. Your school's Theme Project Report should reflect the goals and objectives of the project. Please include details or an outline of how the project was set up, including a date and time schedule. The report needs to show both positive and/or negative outcomes. What were the spiritual, academic, physical, and social results of the project? How did this project benefit the school, community, or church? Did the project fulfill the purpose of being "doers of the Word, and not hearers only," by demonstrating Christianity in action?

Attach documentation, charts, graphs, photos, or examples which will convey your school's project. The Theme Project Reports, submitted by participating schools, will be judged and presented for viewing at the ORUEF Annual Awards Banquet. Every participating school will be recognized. The schools that place first, second, and third will be awarded with a plaque or a certificate at the ORUEF Annual Awards Banquet.

Induction Ceremony

It is recommended that the Induction Ceremony be held during a time when parents, family, friends, school staff, students, the pastor, and perhaps church members are available to attend. Recommendations would include a special in-school service or an evening program. The ceremony need not be lengthy but should be an observance with significance and conducted with formality. The following is a sample format for conducting the ceremony:

Sample Ceremony Format

The Pastor, School Principal, and CHSA Advisor/Sponsor may be seated on stage along with the current ORUEF Christian Honor Students at the beginning of the ceremony with empty chairs for the new inductees.

Open the ceremony with praise and worship. While the audience remains standing, the Pastor gives the invocation. Next, have a special music selection, either instrumental or vocal, preferably from a student or staff member of the school. After the special music, the principal should introduce the ORUEF Christian Honor Student Association program. The principal should explain that the program was established to encourage Christian character, leadership, high scholarship, and Christian service among Christian secondary students. The principal should describe how the students are nominated and reviewed by the local CHSA Review Board, and perhaps even introduce the Board members. The principal may also explain the Theme Project if the school chooses to participate.

The next step in the program is the introduction of the new CHSA inductees. The CHSA Advisor or Sponsor introduces each inductee by reading a prewritten brief about the student. This statement outlines a few of the criteria in each of the four areas (Character, Leadership, Scholarship and Service) which qualified the student as an honor student. After reading the brief, the Advisor will ask the student inductee to please come forward. Receive the student with a handshake and direct him/her to one of the empty chairs on stage. Repeat for all new inductees.

The principal will then ask all the inductees to stand. The principal will lead the honor students in reciting the Christian Honor Student Pledge (page 9) in unison. The Christian Honor Student Pledge may be printed on the back cover of the ceremony program. This will allow the audience to follow along as the inductees recite the pledge.

After the pledge has been read, the inductees remain standing while the Pastor or Principal displays one of the specially designed CHSA lapel pins, reads one of the CHSA certificates and then calls each new inductee forward to receive his/her certificate and lapel pin.

After all honor students have been recognized, the audience is asked to stand for the benediction.

A postlude should be played while the Pastor, Principal, and Advisor lead the honor students out to form a line for congratulations.

Signing the Charter

Signing of the Charter may be incorporated into the Induction Ceremony. Student inductees are required to sign the ORUEF Christian Honor Student Association Charter (Form E, page 17), which must then be submitted to the ORUEF office.

Supplies

Form D (page 16) is required when ordering certificates and lapel pins. Please submit Form D at least three weeks prior to your Induction Ceremony.



Christian Honor Student Association

INDUCTION CEREMONY

[Date]

- | | |
|--|------------------------|
| Prelude | Keyboardist |
| Praise/Worship* | Keyboardist/Band/Choir |
| Invocation* | Pastor |
| Special Music..... | Student/School Choir |
| Introduction of Christian Honor Student Association Program..... | Principal |
| Introduction of Inductees | Faculty/CHSA Advisor |
| Honor Student Pledge | Inductees |
| Presentation of Certificates and Pins | Principal |
| Benediction*..... | Pastor |

(Receiving line will follow in the school foyer.)

* Audience please stand.

.....

Christian Honor Students

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

† New Inductee



Christian Honor Student Association Pledge

As a Christian Honor Student, I do hereby solemnly and sincerely pledge, in the presence of the witnesses assembled here, to endeavor to reflect the glory of the Lord in my character, leadership, scholarship, and service.

In Character,

I will seek to stand for righteousness, even when such a stand may be unpopular. I will do my best to demonstrate the fruit of the Spirit, and show courtesy, compassion, and respect for others.

In Leadership,

I will be an example to others in my word, in conversation, in love, in spirit, in faith, and in purity. I will lead an ethical and moral life and will abstain from all appearance of evil.

In Scholarship,

I will study to show myself approved unto God, a worker who does not need to be ashamed, for I recognize that the beginning of knowledge and wisdom is the fear of the Lord.

In Service,

I will have a willingness to witness and be the best possible representative for Jesus Christ. I will strive to recognize the needs of others and respond in the spirit of compassion and humility, remembering the words of our Lord that "whosoever will be chief among you, let him be your servant."

All this I will do with the help and grace of the Holy Spirit, for it is no longer I who live, but Christ lives in me.



Christian Honor Student Association

Local School Association Annual Report

Schools Renewing CHSA Membership — December 1st of each school year.
New School CHSA Membership — After the Induction Ceremony and first Chapter Meeting.

[Please Type]

_____ Date of Filing

_____ Name of School

_____ Email

_____ Address

_____ City

_____ State

_____ Zip

_____ Phone

Is your school a current member of ORUEF? Yes No

Local School Review Board

Faculty Sponsor: _____

Faculty Member: _____

Faculty Member: _____

School Administrator (or his representative): _____

Pastor (or his representative): _____

School Guidance Counselor (if appropriate): _____

Local Association Student Officers

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____



Christian Honor Student Association

Potential Student Candidate

Faculty Nomination Form

(To be turned in to Faculty Advisor or School Principal)

When considering students for nomination into the Christian Honor Student Association, please consider the guidelines outlined in the ORUEF/CHSA Handbook. Areas to consider are *Character, Leadership, Scholarship* (including maintaining a GPA of 3.5 to 4.0), and *Service*.

Students may be selected from the 9th, 10th, 11th, and 12th grades.

[Please Type]

Nominating Teacher _____

Date _____

1. Student Name: _____ Grade Level: _____

State reasons why you feel this student qualifies:

2. Student Name: _____ Grade Level: _____

State reasons why you feel this student qualifies:

3. Student Name: _____ Grade Level: _____

State reasons why you feel this student qualifies:

4. Student Name: _____ Grade Level: _____

State reasons why you feel this student qualifies:

5. Student Name: _____ Grade Level: _____

State reasons why you feel this student qualifies:



Christian Honor Student Association

Approved Student Candidate - Verification Form

A copy of this form is to be completed for each student approved by the school's faculty and forwarded to the National ORUEF Christian Honor Student Association.

(Must complete and forward all 3 pages for each approved student candidate to be eligible.)

To be submitted with Order Form D – "Request for Certificates and Pins"

[Please Type]

Filing Date: _____

Christian Honor Student's Name: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Birth Date: _____

Present Age: _____ Present Year of School: _____

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Administrator: _____

Principal: _____

Pastor: _____

Student Qualifications

Current Semester GPA: _____ Date of Semester: _____

Ninth Grade GPA: _____

Tenth Grade GPA: _____

Eleventh Grade GPA: _____

Twelfth Grade GPA: _____

Glass Ranking: _____ out of _____

SAT Score if known: _____

ACT Score if known: _____

Other Scores: _____

List honors this student has received:

List organizations or clubs in which student is involved:

Criteria

Please list under each of the following four criteria the traits which qualify this student for the Christian Honor Student Association. Please refer to the ORUEF/CHSA Handbook pages 3-5.

A. Character

B. Leadership

C. Scholarship

D. Service

Give one incident or example which would attest to this student's qualifications as an Honor Student:

I certify that this student meets the requirements and qualifies to be a member of the ORUEF Christian Honor Student Association.

Signature of Principal or Faculty Advisor

Date



Christian Honor Student Association

Request for Honor Student Certificates and Pins -Order Form D-

(To be mailed to ORUEF at least three weeks prior to Induction Ceremony.)

[Please Type]

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Faculty Sponsor

Date of Induction Ceremony

Date Ordered

Honor Student Name	New (N) or Renew (R)	Age	Grade	GPA

(This form may be duplicated if additional space is needed)



Christian Honor Student Association

20____ - 20____
School Year Charter

(To be filed with Annual Report and/or after Induction Ceremony)

[Please Type]

Date

School Name

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
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_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

(This form may be duplicated if additional space is needed)



Christian Honor Student Association

Theme Project Planning Form

(To be filed by December 1st of each school year)

[Please Type]

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Faculty Sponsor

Date of Filing

Remember your Christian Honor Student Association needs to select a theme project which your group will concentrate its efforts on this year. It should reflect the interests, abilities, and talents of the local group. The project should be of Christian Service to the school, church, community, or a special organization.

Theme Project Title: _____

Projected Date Project will begin: _____

Projected Date Project will be completed: _____

Please give a brief outline and description of the project:

Signature of the local Christian Honor Student
Review Board member approving Theme Project

Date



Christian Honor Student Association

Theme Project Final Report Cover Sheet*

(To be filed no later than May 18th)

[Please Type]

School Name: _____

Address: _____

City: _____

State _____

Zip: _____

Phone: _____

Email: _____

Faculty Sponsor

Date of Filing

Theme Project

Projected Date Project will begin: _____

Projected Date Project will be completed: _____

The attached Theme Project report reflects a true and accurate report of our school's ORUEF Christian Honor Student Association's Annual Theme Project.

Faculty Sponsor

Date

Association Student President

Date

School Principal

Date

Reports should be submitted typed and bound with a cover or in a binder. Your school's Theme Project report should reflect the goals and objectives of the project, and contain an outline of how the project was set up with a date and time schedule. The report should show both positive and/or negative outcomes:

- What were the spiritual, academic, physical, and social results of the project?
- How did this project benefit the school, community, or church?
- Did the project fulfill the purpose of being "doers of the Word and not hearers only" by demonstrating Christianity in action?

Attach documentation, charts, graphs, photos, or other examples which will convey your school's project.

* Please attach this form as a cover sheet to your Theme Project Annual Report.

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Christian Honor Student Association is a service of Oral Roberts University Educational Fellowship